

BINGLEY TOWN COUNCIL



Cottingley Community Centre, Littlelands, Cottingley, Bingley, BD16 1AL

MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD AT COTTINGLEY TOWN HALL, MAIN STREET, COTTINGLEY ON TUESDAY 3RD MARCH 2020

Start: 6:30pm

Finish: 8.15pm

Councillors present:	Barton (part of the meeting), Dawson, Owen and Williams
Councillors in attendance not a member of this working group:	
In attendance:	Laura Jowett (Administrative Officer)
Non Councillor members of the working group	Mr Dekker, Ms Gibbons, Ms Hardman (part of the meeting), Mr Meggitt, Mr Quarrie (part of the meeting),
Members of the public:	None

1920/62 Apologies for Absence

a) To note apologies for absence

b) To receive and consider apologies for absence

c) To approve reasons for absence

Councillor Brazendale's apologies and reasons for absence were noted. **Resolved** to approve the reasons for absence for Councillor Brazendale.

Tony Urwin's apologies and reasons for absence were noted. **Resolved** to approve the reasons for absence for Tony Urwin.

Rev Martyn Weaver's apologies and reasons for absence were noted. **Resolved** to approve the reasons for absence for Rev Martyn Weaver.

Mr Lakin was not present.

1920/63 Disclosures of interest

a) To receive declarations of interest from councillors on items on the agenda.

b) To receive written requests for dispensations for disclosable pecuniary interest

c) To grant any requests for dispensation as appropriate.

None received.

1920/64 Minutes

To approve the minutes of the meeting held on Tuesday 28th January 2020

An amendment had been made to the first draft of the minutes to include under item 1920/54 'Andrew Towlerton asked Iain to confirm that Bradford MDC would undertake the SEA Screening. Iain confirmed that this was his understanding but would confirm this'

Resolved to confirm as a correct record the minutes of the meeting held on 28th January 2020.

1920/65 Public Participation

Members of the public are reminded that this is their opportunity to speak to the meeting on any topic relevant to the work of the council. However, they may not speak during the rest of the meeting unless specifically invited to do so by the Chairman

None

1920/66 Village Identities

- a) **To receive the contribution from Cottingley**
- b) **To receive an update on the Village Identities chapter**
- c) **To consider making a recommendation to the Planning Committee**
- a) Councillor Williams will obtain further information to include with the information about Cottingley, eg boundary, amenities and infrastructure

Sara Hardman and Andrew Quarrie arrived at 6.37pm

- b) Councillor Williams will obtain input from AECOM and Andrew Towlerton Associates in order to put the chapter together
- c) None required

1920/67 AECOM Packages

- a) **To receive the Design Code structure**
- b) **To receive the Masterplan structure**
- c) **To receive the example of a previous AECOM masterplan document**
- d) **To consider any next steps or recommendations to the Planning Committee**
- a) The proposed Design Code Structure was received. A discussion was held and it was agreed to seek clarification regarding the precise area covered by the Design Code.

Councillor Barton arrived at 6.42pm

- b) The proposed Masterplan structure was received. The group considered requesting that Park Road and Chapel Lane be included within the town centre area in both the Masterplan and the Design Code
- c) The example of a Masterplan document was received.
- d) None

1920/68 Review of Chapters

- a) **To consider the suggested amendments to the Introductory Chapter**
- b) **To consider the suggested amendments to the Town Centre Chapter**
- c) **To consider the suggested amendments to the Housing Chapter**
- d) **To consider the suggested amendments to the Economy and Employment Chapter**
- e) **To consider the suggested amendments to the Natural Environment Chapter**
- f) **To consider the suggested amendments to the Built Heritage and Design Chapter**
- g) **To consider recommending the amended chapters to the Planning Committee**
- h) **To consider how best to communicate the group's response to the comments received as part of the consultation exercise.**
- a) **Resolved** to use Green Hill instead of Sty Lane and to amend the sentence on climate change, subject to these amendments to recommend the Introduction to the Planning Committee.
- b) **Resolved** to include the suggested reference and recommend the Town Centre chapter to the Planning Committee
- c) **Resolved**
 - to amend the Housing chapter to include the suggestion that development be spread rather than in one area,
 - to query, with Andrew Towlerton Associates, how the Housing Chapter, the Housing Needs and Characteristic Report and the AECOM Housing Needs Assessment fit together
 - and to query flooding guidelines with Andrew Towlerton Associates with a view to including a statement to ensure any developments are designed to be resilient to flooding.
- d) No amendments are required to the Economy and Employment Chapter
- e) No amendments are required to the Natural Environment Chapter, though the list of green spaces will be reviewed at a future meeting.

- f) No amendments are required to the Built Heritage Chapter as a result of the consultation exercise however it is recognised that amendments will be required to the chapter to update special character areas information.
- g) **Resolved** to recommend the amended Introduction and Town Centre Chapter to the Planning Committee.
- h) **Resolved** to produce a list of policies and an executive summary of responses/ question and answer document, in response to the consultation, which can be displayed on Bingley Town Council's website and social media pages.

1920/69 Communications

To receive and consider the draft letter to neighbouring councils

Resolved to issue the letter to other local councils notifying them of Bingley's Neighbourhood Plan.

1920/70 Trees

To consider identifying areas within the parish for potential tree planting

Members of the group were asked to contact Councillor Williams with details of any suggested areas for tree planting. This is to provide information to the Climate Emergency Working Group.

1920/71 Next Meeting of the Neighbourhood Plan Working Group

To consider dates of future meetings.

The next meeting of the Neighbourhood Plan Working Group will be held on **Monday 20th April 2020, at St Wilfrid's, Gilstead**. The following meeting will be held in the Board Room at Cottingley Community Centre at 10am on Friday 29th May 2020.